

**STATUS:** Effective

**POLICY NUMBER:** WASTE-0046-R1-NPD

**SUBJECT:** Remediation Closure Guide (formerly known as the Risk Integrated System of Closure (RISC) Technical Guidance and Users Guide)

**AUTHORIZED:** Thomas W. Easterly, Commissioner

**SUPERSEDES:** WASTE - 0046

**ISSUING OFFICE(S):** Office of Land Quality

**ORIGINALLY EFFECTIVE:** February 15, 2001

**RENEWED/REVISED:** March 22, 2012

**Disclaimer:** This Nonrule Policy Document (NPD) is being established by the Indiana Department of Environmental Management (IDEM) consistent with its authority under [IC 13-14-1-11.5](#). It is intended solely as guidance and shall be used in conjunction with applicable rules or laws. It does not replace applicable rules and laws, and if it conflicts with these rules or laws, the rules or laws shall control. Pursuant to [IC 13-14-1-11.5](#), this policy will be available for public inspection for at least forty-five (45) days prior to presentation to the appropriate State Environmental Board, and may be put into effect by IDEM thirty (30) days afterward. If the nonrule policy is presented to more than one board, it will be effective thirty (30) days after presentation to the last State Environmental Board. IDEM also will submit the policy to the Indiana Register for publication.

## 1.0 PURPOSE

This NPD provides guidance for the investigation, remedy selection and closure of contaminated sites.

## 2.0 SCOPE

This NPD applies to the following IDEM, Office of Land Quality (OLQ) programs: Leaking Underground Storage Tanks, State Cleanup, Voluntary Remediation Program, Brownfields and Resource Conservation and Recovery Act (RCRA) Corrective Action.

## 3.0 SUMMARY

This NPD describes selected approaches to investigation and risk-based closure of contaminated or potentially contaminated sites administered by the program areas noted above. The Remediation Closure Guide (RCG) provides for consistent application of [IC 13-25-5-8.5](#), which is the statutory basis for risk-based cleanups in Indiana.

## 4.0 DEFINITIONS

A list of Acronyms and a Glossary are included in the NPD.

## 5.0 ROLES

The Consultant shall:

- Represent the Responsible Party.
- Prepare work plans or other documents for a site on behalf of a Responsible Party.
- Coordinate activities with the IDEM OLQ Project Manager to achieve closure of a site.
- Submit plans, data, and documents as requested by the IDEM Project Manager.
- Perform investigatory or remediation work as described in the work plans or other documents.

The IDEM OLQ Project Manager shall:

- Coordinate and implement remediation activities with the Responsible Party and the Consultant.
- Receive, evaluate, and provide comments on documents associated with the investigation, remediation, and closure of a site.
- Prepare correspondence to the Responsible Party and Consultant that communicates the status of the remediation project.
- Request technical staff review of remediation documents and incorporate the technical staff suggestions and comments into the correspondence to the Responsible Party and the Consultant.
- Conduct internal team meetings with technical staff to discuss the site.
- Conduct meetings with the Responsible Party or the Consultant to discuss approaches to the remediation or

closure of a site.

- Make decisions on the appropriate use of technology or remediation techniques at the site.
- Conduct site visits as requested or necessary to view the nuances of the site.
- Evaluate different proposals on their merit.
- Complete the Record of Remedy Selection and Record of Closure forms to document the closure decisions and remedy selections at a site.
- Ensure all pertinent documents are correctly loaded into the Virtual File Cabinet for storage.

The Responsible Party shall:

- Prepare, or hire a Consultant on their behalf to prepare, remediation work plans to present to the Project Manager regarding the remediation of a site.
- Comply with applicable notification rules in [329 IAC 9](#).
- Respond to the IDEM OLQ Project Manager in a timely manner to all requests for information.
- Provide data, maps, or records to the IDEM OLQ Project Manager that reflects site conditions.

## 6.0 POLICY

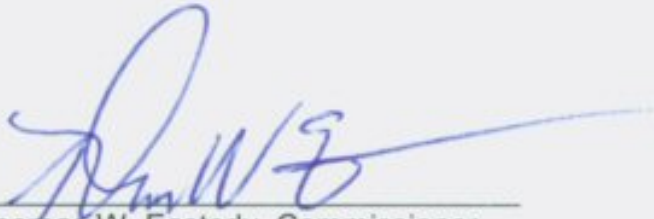
Download the complete Remediation Closure Guide or a single section from:  
<http://idem.in.gov/6683.htm>

- Section 1: Introduction
- Section 2: Conceptual Site Model (CSM) Development: Presampling
- Section 3: Conceptual Site Model (CSM) Development: Sampling
- Section 4: Conceptual Site Model (CSM) Development: Plume Behavior
- Section 5: Conceptual Site Model (CSM) Development: Vapor
- Section 6: CSM Development: Background and Off-site Sources
- Section 7: Risk Evaluation: Introduction
- Section 8: Risk Evaluation: Soil Direct Contact
- Section 9: Risk Evaluation: Ground Water
- Section 10: Risk Evaluation: Vapor
- Section 11: Risk Evaluation: Ecological and Other Scenarios
- Section 12: Remedy Selection and Implementation
- Appendix A: Screening Levels
- Acronyms
- Glossary
- References
- Uniform Resource Locators for Remediation Closure Guide References
- Index

## 7.0 REFERENCES

References can be downloaded from section 6 above.

## 8.0 SIGNATURES



Thomas W. Easterly, Commissioner  
Indiana Department of Environmental Management

APRIL 29, 2011  
Date



Bruce H. Palin, Assistant Commissioner  
Office of Land Quality

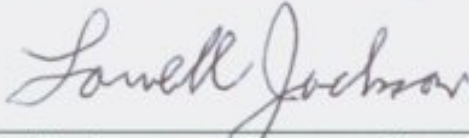
APRIL 29, 2011  
Date



David R. Joest, Assistant Commissioner  
Office of Legal Counsel and  
Office of Criminal Investigations

04/29/11  
Date

This policy is consistent with Agency requirements.



Quality Assurance Program, Planning and Assessment  
Indiana Department of Environmental Management

4-29-11  
Date

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An [html](#) version of this document.